

STATE UNIVERSITIES CIVIL SERVICE SYSTEM
Original Entry and/or Promotional Examination for
POLICE LIEUTENANT

SCORING INFORMATION SHEET

INFORMATION TO APPLICANTS

Following is important information concerning the various components which comprise the Police Lieutenant examination. Read **ALL** of the information carefully and make sure that you understand it thoroughly. If you have any questions regarding the various stages of the examination procedure, contact your Personnel/Human Resources Office.

Successful completion of the Police Lieutenant examination is contingent upon passing a two-stage examination. The content of these stages are outlined below:

KNOWLEDGE TEST FOR POLICE LIEUTENANT EXAMINATION

(40% of total examination score)

ELONGATED ORAL BOARD

(60% of total examination score)

Both stages (Knowledge Test and Elongated Oral Board) must be passed. Failure to pass either stage will disqualify you from moving on through the examination process and will result in failure of the examination. Once you have successfully completed the Knowledge Test, you will be scheduled for the Elongated Oral Board stage of the process. The total examination score will range from 0 to 100, with a 70 required to pass the examination. Veterans Preference points will be added, if applicable, to a passing score of 70 (Original Entry examinations only).

A brief explanation of the examination components is presented below.

KNOWLEDGE TEST FOR POLICE LIEUTENANT

The Police Lieutenant Knowledge Test consists of multiple-choice questions with a two (2) hour time limit. Questions cover the following areas: Police Functions, Management, English Language, Verbal Reasoning, and Math. It is suggested that in order to achieve a passing score for this portion of the examination, the material in the books on the suggested reading list for the examination should be studied carefully. Some of the examination questions do not require any preparation at all, while others are based on material included in the suggested reading list. The suggested reading material for the Police Lieutenant Knowledge Test is listed below:

Hacker, Diana T. *A Pocket Style Manual*, St. Martin's Press.

Iannone, N. F. & Iannone, M. P. (2001). *Supervision of Police Personnel*. (6th Edition) Upper Saddle River, NJ: Prentice-Hall, Inc.

Leonard, C. (2000). *Criminal Law and Procedures for Illinois Police 2000*. Stipes Publishing, LLC, Champaign, IL.

O'Hara, Charles E., & O'Hara, Gregory L. (1994). *Fundamentals of Criminal Investigation*, 6th Edition Charles C. Thomas Pub. Ltd.

Purpura, Phillip P. (1997). *Criminal Justice: An Introduction*. Butterworth-Heinemann.

SCORING INFORMATION SHEETINFORMATION TO APPLICANTS (continued)

Your score, for this examination component, will count 40 percent of your total examination score.

ELONGATED ORAL BOARD (EOB)

The EOB is always the second and final stage in the examination process for the Police Lieutenant classification. An Elongated Oral Board is comprised of three individuals recommended by the Employer and approved by the University System Office prior to the examination. These assessors will rate the exercises.

Only applicants who have successfully completed a Knowledge Test for the Police Lieutenant classification will be allowed to proceed and take the EOB for that classification. The purpose of the EOB component of the examination is to further assist in rating of applicants. The Knowledge Test component and the EOB component ultimately determine the applicant's final score. The employment register for each classification is subsequently established based on the final test scores.

The EOB consists of an evaluation of the oral presentation by the applicant in response to a series of defined questions, reactions to scenarios, or other defined exercises i.e. simulation exercises that include group activities, in-basket, and fact-finding tasks. The overall rating is arrived at by averaging ratings of the three board members. Failure to pass the EOB will disqualify the applicant and result in a failure to successfully complete the examination.

Passing score will count as 60 percent of your total examination score.

Score will range from 0 to 100 points. A passing score of 70 points must be achieved in order to pass the examination.